

MINUTES OF DUNCHURCH PARISH COUNCIL

Minutes of Meeting Number 739 of the Dunchurch Parish Council held in The Community Library,
School Street, Dunchurch, Monday 14th May 2018 Meeting commenced at 7.20pm

PRESENT:

Councillor Eccleson [chair of meeting]

Councillor H Roberts

Councillor N Jones

Councillor S Hallahan

Councillor Morshead

Councillor D Roberts

Miss L Foster Parish Clerk

OTHERS:

7 members of the public

1. APOLOGIES FOR ABSENCE

Councillor G Jones, Councillor Sodhi and Councillor Carolyn Watson Merrett

2. ACCEPTANCE OF APOLOGIES

Proposed by Councillor N Jones, seconded by Councillor Hallahan and agreed by all present.

3. DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA

none

4. PUBLIC PARTICIPATION

Mr Waller was concerned about how the Parish Council are fulfilling the requirements of the new GDPR regulations. The Council reassured him that we are preparing documents to be circulated. He is also concerned about the Dunchurch Library website which will be investigated.

Mr Waller was concerned about the level of noise from Dunchurch park Hotel. Cllr D Roberts will raise this issue with Rugby Borough Council.

Mr Nutt would like to see ore involvement from the parish councillors regarding the neighbourhood plan. He was reassured this will be discussed further by Councillors.

Robin Aird chair of the neighbourhood plan steering committee stated that there are 6 members of the neighbourhood planning (NP) committee and is now formally formed. The committee has had a formal presentation from Avon Planning and contact with local NP groups. Robin has met with Sophie Leaning at RBC who assists NP groups. The NP group will be looking at distributing a survey to every household to determine priorities for the plan. He stated that support from the Parish council is essential.

Concerns were raised about the condition of the benches on the Heath, Rugby Road. These benches belong to Rugby Borough Council and will be referred to them again.

Mrs Jones is concerned about the butter cross that has been hit on multiple occasions. She is also concerned about the traffic using the road in front of The Huntsman as a 'cut through'. Councillor H Roberts reassured her that WCC have surveyed the monument and are looking at further measures that can be put in place to protect it. Unfortunately, bollards cannot be placed at the entrance to the car park to prevent access, but he reassured her that we are communicating with WCC regarding this matter.

Pollution was raised as a problem for the village which will form part of the Neighbourhood Plan.

5. TO APPROVE THE MINUTES OF MEETING NUMBER 738 – 9th April 2018

Proposed by Councillor N Jones seconded by Councillor H Morshead and agreed by all present.

6. TO REPORT MATTERS ARISING FROM THESE MINUTES NOT ON THIS AGENDA [FIO]

None

7. TO DISCUSS WITH BOROUGH AND COUNTY COUNCILLORS ANY MATTERS OF IMMEDIATE INTEREST

County Councillor Roberts stated that the budget for Highways remained similar to the previous year. A community speed watch session was held within the village today. The group will report findings to Councillor Roberts. However other teams can be formed within the village and trained to use the equipment.

Councillor D Roberts and Councillor H Roberts were excused and left at 8.30pm.

8. TO REVIEW CURRENT PLANNING APPLICATIONS, PERMISSIONS, REFUSALS ETC.

Comments

01381	Potford Dam Farm, Coventry Road	No Objections
01382	Land South of Coventry Road, North of Limetree	No objections
01383	The Hayloft, Coventry Road	No comment yet

9. NEIGHBOURHOOD DEVELOPMENT PLAN-

See public participation for further details.

Councillors would like to see the post on the NP committee rotated and do give their full support to the Committee. The Clerk will contact parish Councillors to provide a rota system.

10. UPDATE ON THE LIBRARY

The Clerk to investigate an update of the library website.

All is currently going well.

11. TO REVIEW AMENITIES

Parking:

Parking continues to be an issue in Dunchurch.

Bus Shelter

Original drawings or planning documents will be needed to support our application to alter the existing seating. Photographs would also be helpful to show how the seating once looked.

Village Gateway Signs

The quotation has now been provided by WCC, however they wish to carry out a site visit to reassess all sites again. Councillor Eccleson would like to meet with WCC to discuss this matter further.

War Memorial Renovation

The documents provided regarding the war memorial were of fantastic use.

The grant application is almost complete and ready to be sent to the war memorial trust.

Councillor Morshead will progress with quotations to restore the War memorial. Councillor Morshead will contact 6-10 companies for quotations.

The Clerk to investigate ownership.

12. TO DISCUSS SECURITY & ROAD SAFETY

Speeding continues to be an issue within Dunchurch.

13. PLAY AREAS & YOUTH PROVISION

The gate at the play area requires attention.

Youth Club is due to restart on April 23rd run by Rugby Borough Council play rangers.

14. APPROVE ANNUAL GOVERNANCE STATEMENT

This was proposed by Councillor N Jones, seconded by Councillor Morshead and agreed by all present. This was signed by the chairman.

15. GDPR APPROVE CONSENT FORMS

This was proposed by Councillor Morshead, seconded by Councillor N Jones and agreed by all present.

16 FINANCES FOR APPROVAL

A. Approve NALC salary increases

Proposed by Councillor Hallahan, seconded by Councillor N Jones and agreed by all.

B. postage

Proposed by Councillor Morshead, seconded by Councillor Eccleson and agreed by all present.

c. Approve Accounts

Proposed by Councillor Hallahan, seconded by Councillor N Jones and agreed by all present.

D. GDPR compliance items

Proposed by Councillor Eccleson, seconded by Councillor Hallahan and agreed by all present.

E. Playground assessment and risk assessment

Proposed by Councillor N Jones, seconded by Councillor Morshead and agreed by all present.

F. Grass cutting Arkwright Field

Proposed by Councillor Hallahan, seconded by Councillor Morshead and agreed by all present.

G. PAT testing

Proposed by Councillor N Jones, seconded by Councillor Morshead and agreed by all present.

H. Contribution on behalf of internal auditor £130

Proposed by Councillor Hallahan, seconded by Councillor N Jones and agreed by all present.

I. Handyman Salary- 50p p/h increase

Proposed by Councillor N Jones, seconded by Councillor Morshead and agreed by all present.

J. Avon Planning meeting

Proposed by Councillor Eccleson, seconded by Councillor N Jones and agreed by all present.

17. TO RECEIVE REPORTS FROM REPRESENTATIVES ON OTHER BODIES

Awaiting financial report from twinning Association.

28. TO RECEIVE A REPORT ON CORRESPONDENCE

RBC Gdpr agreement.
Warwickshire Outlook
Clerk and Councils direct

19. TO DISCUSS ANY MISCELLANEOUS MATTERS

20. To agree payments in accordance with the budget

The RFO/ Administrator submitted a schedule of payments for £7614.20 for payments in April cheque numbers 301220 to 301233 signed by Councillor G Jones and Councillor D Eccleson.

The schedule was ratified by Councillor D Hallahan seconded by Councillor N Jones and approved by all present.

23. The next meeting will be held on June 4th due to bank holiday.

THE MEETING CLOSED AT 9.40PM

Signed Chairman:

Dated:

Dunchurch Parish Council Expenditure transactions - approval list

Start of year 01/04/18

Tn no	Cheque	Gross	Vat	Net Invoice date	Details	Cheque Total
7	301220	£31.32	£5.22	£26.10 01/05/18	Gamma Business Communications - Library Telephone	£31.32
6	301221	£200.00	£0.00	£200.00 01/05/18	Dunchurch Methodist Church - Hire of Hall for Youth Group	£200.00
2	301222	£116.78	£0.00	£116.78 01/05/18	Water Plus - Water Rates	£116.78
11	301223	£309.00	£0.00	£309.00 03/05/18	Lee Matt - Handyman Salary & Expenses	£309.00
12	301224	£75.00	£0.00	£75.00 03/05/18	Susan Wain - Library Cleaning	£75.00
14	301225	£180.00	£30.00	£150.00 03/05/18	Avon Planning - Consultation Neighbourhood Plan	£180.00

13	301226	£127.73	£0.00	£127.73	03/05/18	Rugby Borough Council - Waste Management Contract	£127.73
3	301227	£36.24	£6.04	£30.20	01/05/18	Three -	£36.24
1		£20.26	£3.38	£16.88		ADMIN PC Mobile Phones	
2		£15.98	£2.66	£13.32		YOUTH Youth Group WiFi	
5	301228	£22.56	£3.76	£18.80	01/05/18	Knowles P M - 2 x Microsoft 365 Subscriptions	
9	301228	£906.18	£0.00	£906.18	03/05/18	Knowles P M - RFO/Administrator Salary	£928.74
4	301229	£1,521.65	£253.61	£1,268.04	01/05/18	Total Gas & Power -	£1,521.65
1		£171.59	£28.60	£142.99		LIB Library Electricity	
2		£1,350.06	£225.01	£1,125.05		LIGHT Unmetered Supply - street lighting	
16	301234	£370.91	£0.00	£370.91	03/05/18	Inland Revenue - Employer & Employee Contributions	£370.91
10	301230	£19.43	£0.00	£19.43	03/05/18	Lindsay Foster -	£19.43
1		£12.33	£0.00	£12.33		P/OS Mileage for playground inspections	
2		£7.10	£0.00	£7.10		ADMIN Postage	
8	301231	£912.20	£0.00	£912.20	03/05/18	Lindsay Foster - Clerk's Salary	£912.20
1	301232	£1,501.20	£250.20	£1,251.00	01/05/18	Mid-shire Rugby Landscapes Ltd - Grass cutting & Church Yard Maintenance 2017	£1,501.20
1		£904.80	£150.80	£754.00		P/OS Arkwright Field Grass Cutting	
2		£596.40	£99.40	£497.00		P/OS Churchyard Maintenance	
15	301233	£1,284.00	£0.00	£1,284.00	03/05/18	Vortex Web Design - Final Payment for Web Site	£1,284.00
Total		£7,614.20	£548.83	£7,065.37			